

Action Plan

Fort Monroe Library

January 2006

Goal 1: Increase use of the Library by all eligible personnel.

Strategy: Plan events for library related celebrations such as National Library Week, National Book Week and others.

Long Term Objective: To keep current customers, bring in new customers and bring back lost customers.

Short Term Objectives:

1. Coordinate efforts with other activities on Post. Apr 06
2. Work with MWR marketing and the Casemate to promote the library. Mar 06
3. Put articles in the weekly E-zine. Jan 05

Long Term Objective: Plan at least 2 events per year to draw attention to the library and it's services.

Short Term Objectives:

1. Plan National Library Week Open House event. Mar 06
2. Summer Reading Program with the Bowling Center May 06

Long Term Objective: Create a new Library Read poster. June 06

Goal 2: Increase use of databases provided by CFSC.

Strategy: Target groups on Post who could use the databases. This is limited by access to AKO.

Long Term Objective: Provide group and individual instruction on the use of databases and AKO over all.

Short Term Objectives:

1. E-mail groups or individuals with a need or interest in the services provided. Mar 06
2. Promote AKO to all library users. Apr 06

Goal 3: Coordinate with other organizations for special events. For example the monthly EEO observances.

Long Term Objective: Provide space in the library for displays, advertising and promotion of events and activities on Post.

Short Term Objectives:

1. Work with YS and CDC on programs. Assist with Month of the Military Child.
2. Continue to work with EEO office for materials to use for display in the library.

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